

Bromham Neighbourhood Plan Steering Group (BNPSG)

Minutes of meeting No.4 held on

Monday 15th January, 7:30pm, Social Centre Committee Room

Present

Jim Butler, Adam Collins, Peter Davey, Mark Dollimore, Tye Lohrenz, Rachel Prichard, Catherine Read, John Schofield, Rik Smith, Andy Turner (Chair), Greg Wilkinson

Unable to attend

Richard Butler (apologies sent)

Agenda

Welcome to new members of Steering Group Mark Dollimore and Rik Smith

1. Minutes of meeting on 27th November 2017

The previous minutes were accepted.

Previous actions

Owner	Action	Progress
Andy	Contact the Chair of Corsham NPSG to see if he would come to a meeting and to confirm at what stage this would be useful.	Not yet been able to speak to him
Tye	Draw up a plan for the work needed to get to this point.	Plan circulated, but subject to revision
Richard	Send out the set of parish council standards of behaviour / disclosure.	Done – see note 1
John	Write to Georgina Clampitt-Dix to register the group	Done
Peter	Look into what grant funding we could get to help in preparing the NP	Done – see note 2
Catherine	Create questionnaire & circulate via parish magazine	Done
Richard	Ask the parish council about getting WC to do a new housing needs survey.	Outstanding
John	Post previous minutes on village web site	Done
Andy	Invite the two additional volunteers to join the group	Done

Note 1: All present Action signed the Parish Council code of conduct.

Action Jim: to give these to the parish clerk Rosalind.

Note 2: Funding – ‘Locality’ offer funding for Neighbourhood Planning: £1000 to £9000 to be spent on professional planning consultancy fees, plus a further £6000 in certain complex cases. Application for this coming financial year is due at the end of

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January and to be spent within 6 months of it being granted. We may not yet be at a suitable stage in the process to apply, but can register our interest.

Action Peter: to register interest for the scheme on behalf of the parish council, after checking with Rosalind (bromhamnpsg@gmail.com for contact email address)

Matters arising

Action John: to ask Anna Cuthbert whether Potterne got any grant funding and if so who from

Action John: to get the bromhamnpsg@gmail.com email address onto the village website

Action Andy: to send John the password for this email account

STAGE 1 (Scoping) Step 2 (Establish a steering group)

2. Questionnaire from Wiltshire Council Neighbourhood Plan Link Officer – Victoria Hodgson

Draft answers to each question were discussed by the group.

Action John: complete answers & circulate for comments before sending back to Victoria

STAGE 1 (Scoping) Step 3 (Develop objectives priorities and vision)

3. Review of responses to survey of residents

Report from Catherine has been circulated. Generally the response was poor (6.5% of households), however several possible sites for development have been put forward.

The next step is to mark up these sites on a map and to evaluate the merits and difficulties with each. Another meeting is needed to assess the suitability of each of the potential sites, this must take place before we can start to prepare for the first public meeting.

Action Andy: to print and mark up a map with all the potential sites

Action Mark: to look at site assessment criteria and to come up with a proposed set of assessment criteria. **Andy:** to send Mark web links to advice for this.

Andy noted that we don't have any written terms of reference from the Parish Council.

Action Jim: raise this at the next parish council meeting.

Other Business

4. Update on 'Facebook' page/profile

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Update circulated by Catherine. Of note were: the poll regarding building behind Breach Close got the best response, when asked if 100 houses should be built most people said no. However when asked how many houses should be built over the next 10 years the idea of 100 was viewed less negatively.

Therefore for context it would be useful to have a historical view of developments in the village, say since 1960. This could be presented as part of the public meeting.

Action John: ask Rosalind if she has records, failing that ask Peter Paget or Denis Powney.

Also for context we need a view of businesses and organisations in the parish. These are not covered in the census.

Action John: Ask Anna Cuthbert if she has information about businesses & organisations in the parish.

5. External Communication and Information Release Protocol

Anything that is to go out in the public domain should be agreed by the group in advance.

6. Time and date of next meeting

Tuesday 23rd January 19:30

Action John: book room

7. Any other business

We have had two more volunteers come forward: Simon Dicks lives in The Pound and has recent planning experience, Jim Dibben lives in Netherstreet.

With 12 members the steering group is already quite large, however we anticipate setting up sub-committees to tackle parts of the process. There are already two volunteers for such sub-committees so it was decided to take up the offers of help in these roles. This decision may be revised if anyone leaves the steering group.

Action John: respond to Simon saying that we would like to put him on the list for sub-committee volunteers

Action Andy: respond to Jim saying that we would like to put him on the list for sub-committee volunteers